

Blue Island Public Library

Board of Trustees Meeting

January 15, 2020 Minutes

Library Conference Room, 7:00 pm

- I. Call to Order 7:05 pm by President Orozco
- II. Roll Call

Present: Trustees Orozco, DiPace Greene, Prater, Camp, Mason Terzakis, Brown, Nunez

  - a. Also present: Director Anna Wassenar and Adad Ocampo
  - b. Absent: Trustees Kinney
- III. Public Comment – Mr. Adad Ocampo is the new manager of the Tech Annex be began one week ago and is excited about our BIPL programs.
- IV. Reading of November 2019 Meeting Minutes
  - a. Trustee Prater motioned to accept the November 2019 meeting minutes; Trustee Orozco seconded the motion. All in favor – 7:16pm
- V. Reading of November 2019 Executive meeting minutes
  - a. Trustee Brown motioned to accept the November 2019 executive meeting minutes; Trustee Prater seconded the motion. All in favor – 7:18pm
- VI. Financial Report
  - a. Revenue & Expense >Report reviewed
  - b. Balance sheet > Reviewed
  - c. Trustee Mason Terzakis motioned to approve payables of \$25,017.01; Trustee Camp seconded the motion. All in Favor; 7:28 pm
  - d. Trustee Mason Terzakis requested the description of Floor Mats be clarified, as it is the cleaning of our entryway mats, not the purchase of new mats. Clarification to be changed in the February financial report.
- VII. Director's Report
  - a. Director Wassenar hired Adad Ocampo for the manager position of the Tach Annex. He has many new program ideas to encourage growth within the department.
- VIII. Old Business
  - a. Employee Handbook:
    - i. Sick Leave Amendment: Trustee Nunez motioned to change the employee handbook stating that all

employees are to earn sick time after their 90<sup>th</sup> day of work. Trustee Orozco seconded, Six in favor; one abstain. 8:06pm

ii. Personal Time Amendment: Trustee Nunez motioned to change the employee handbook stating that all employees are to earn personal time after their 90<sup>th</sup> day of work. Trustee Orozco seconded, Six in favor; one abstain. 8:10pm

IX. New Business

a. Employee Handbook:

i. Marijuana: The board will postpone any change in the Employee Handbook regarding Marijuana until legal counsel has been obtained regarding the new Illinois state laws.

ii. Sexual Harassment: Trustee Nunez motioned to accept the new Sexual Harassment policy within the Employee Handbook, Trustee Camp seconded; All in favor 8:21pm

b. Trustee Camp motioned to approve the changes to the Nonresident Fees, Trustee Brown seconded; All in favor. 8:24pm

c. Trustee Prater motioned to approve Resolution 2020-03 Reserve Fund, Trustee Brown seconded. All in favor 8:29pm

d. Trustee Prater motioned to accept the auditor letter for 2019, Trustee Nunez seconded. All in favor. 8:37pm

X. Trustee Orozco motioned to adjourn; Trustee Nunez seconded; All in Favor 8:54pm